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between

The Manchester Township (Ocean County)  
Board of Education

and

The Administrator's Unit:

Principals  
Vice Principal  
Guidance Director  
Child Study Team Coordinator  
Director of Curriculum, K-12  
Supervisor of Elementary Instruction

covering the period

July 1, 1981

to

June 30, 1984

LIBRARY  
Institute of Linguistics  
1971  
RUSSIAN LINGUISTICS

ARTICLE I  
GRIEVANCE PROCEDURE

The grievance procedure shall be the same as in the negotiated teacher's contract starting at the applicable step in that procedure.

ARTICLE II  
AMENDMENTS

All or part of this agreement may be amended by mutual consent, in writing.

ARTICLE III  
INSURANCE PROTECTION

A. The Board will pay for full coverage on the Family Plan for medical and surgical in a plan of the Board's choosing.

B. The Board will pay for full coverage on the Dental Plan (Family).

C. The Board will pay for coverage on the Provident Mutual Disability Plan, up to a salary of \$37,000.00. Once a salary reaches \$38,000.00, the Board and the Administrator, will share the premium of the Disability Plan, Washington National Insurance Company, equally, to cover the difference between the Administrator's salary and \$37,000.00.

D. The Board will pay for a physical examination of the unit members once every other year. Results of same to be sent to the Superintendent of Schools.

E. The Board will pay full premium on the Family Plan for a \$2.00 co-pay prescription plan of their choice. The plan will include insulin and contraceptives.

## ARTICLE IV

### SICK LEAVE AND PERSONAL DAYS

A. The Board will grant fourteen (14) sick days and up to nineteen (19) days at the Board's discretion. The extra (5) days possible are not to be construed as cumulative.

B. The Board will allow personal days. Personal days will be allowed for good cause and within reasonable limits. They must be cleared through the Superintendent of Schools.

C. Three (3) days leave with pay for death in the immediate family, unless the deaths occur simultaneously, (mother or father, husband or wife, son or daughter, brother or sister, guardian, father-in-law or mother-in-law). The Board will allow for extenuating circumstances.

## ARTICLE V

### WITHHOLDING OF INCREMENTS AND RAISES

The Board of Education may withhold increments or other raises for inefficiency or other good cause as provided in the New Jersey Statutes 18A:29-14 and the decisions of the Commissioner and other courts of the State of New Jersey interpreting said statute.

## ARTICLE VI

### VACATION DAYS

Effective July 1, each contract year, vacation can be banked in accordance with the following accumulated schedule:

<u>Vacation Eligibility</u> <u>as of</u> <u>July 1 of Any Given</u> <u>Year</u>	<u>Time</u> <u>Period</u>	<u>Maximum Accumulation</u> <u>of</u> <u>Banked Vacation Allowed</u>
20 Days	Present Contract	20 Days
25 Days	15 Years	25 Days

In any given year, the number of banked vacation days will not exceed the eligible vacation days for that year.

A minimum of 10 days vacation shall be taken each year. Banked vacation can be used for extended vacations, provided the employee has approval from Superintendent.

Any vacation time presently banked in excess of above limits must be used within two years or lost.

Vacation time not used will be lost, with the exception of John Dorsey and Richard Fosko who will be allowed time to use up accrued vacation over a time period of four (4) years, at no cost to the Board.

Accrued vacation time shall be paid to the employee upon resignation, retirement or termination of contract.

Vacation pay shall be provided to the employees before the start of the vacation. A written request must be received thirty (30) days prior to the commencement of the vacation, in the Superintendent's office.

Employees must request vacation days at least two weeks in advance.

The Superintendent of Schools must approve specific dates of vacations before they can be taken.

## ARTICLE VII

### TERMINATION OF CONTRACT

Sixty (60) days notice in writing must be given to the Board of Education of intention to terminate this contract. The Board must give untenured administrators sixty (60) days notice of intention to terminate this contract.

## ARTICLE VIII

### TUITION REIMBURSEMENT

The Board will pay 100% of the state college cost of books and tuition for each administrator, for courses taken within the following limitations:

1. The courses are approved by the Superintendent of Schools.

2. The courses are in education or clearly related fields, in a recognized graduate program.

3. Administrators must indicate their intent to take courses by June 1st for summer and fall courses, and by January 1st for spring courses.

4. The Board will allow each administrator to take a maximum of eighteen (18) credits each year.

5. The Board will reimburse the administrators after they have successfully completed the courses.

6. The Board will pay for courses which they request an administrator to take.

#### ARTICLE IX

#### SALARIES

Salary percentages shall be:

1981-82 - 9 3/4%

1982-83 - 10%

1983-84 - 10 1/2%

Salaries shall be as follows for individual members of the Administrative Unit:

<u>Name</u>	<u>1981-82</u>	<u>1982-83</u>	<u>1983-84</u>
Elem. Princ.	\$34,900.00	\$38,390.00	\$42,421.00
H.S. Princ.	40,169.00	44,185.00	48,824.00
Elem. Princ.	31,553.00	34,708.00	38,352.00
CST Coord.	31,004.00	34,104.00	37,685.00
H.S. Vice-Princ.	31,004.00	34,104.00	37,685.00
Direct. of Guid.	30,456.00	33,502.00	37,020.00
Direct. of Curr.	29,040.00	31,944.00	35,298.00
Sup. of Elem. Inst.	27,053.00	29,758.00	32,883.00

SIGNED:

For the Board:

Renee O. Lorch

Date:

6/17/81

Charles H. Hest

6/17/81

For the Unit:

Richard F. Fook

6-22-81